

SOUTH BEND BOARD OF PARK COMMISSIONERS
REGULAR MEETING
MAY 21, 2007

The Board of Park Commissioners of the Park District of the City of South Bend, Indiana met on Monday the 21st of May 2007 at the O'Brien Administration & Recreation Center, 321 E. Walter St., South Bend, Indiana for its regular meeting. Notice of the date, time and place of the meeting were duly given as required by law.

Park Board members present were as follows:

Mr. Robert Henry, President
Mr. Robert Goodrich, Vice President
Dr. Thomas Kelly
Mr. Garrett Mullins

Park Board members absent were as follows:

None

Staff members present: Phil St. Clair, Superintendent; Bill Carleton, Fiscal Officer; Susan O'Connor, Recreation Director; Randy Nowacki, Director of Golf Operations; Terry DeRosa, Zoo Director; Mark Bradley, Director of Marketing & Promotions; Mike Dyszkiewicz, Maintenance Superintendent; Thomas Bodnar, Park Board Attorney

I. The meeting was called to order by Board President Robert Henry at 4:03 p.m.

II. The first order of business was the interviewing of interested citizens.

1. Botanical Society Report- Ms. Martha Woods, Botanical Society Board Member, reported on fund raising activities. Mr. Richard Diesl is at the Conservatory today evaluating what needs to be done to repair the glasswork. She thanked the maintenance crew for their work.

III. The next order of business was unfinished business.

1. Opening of East Race Sector Building Lease Proposals- Paul McMinn
Mr. McMinn opened one proposal from Segway of Indiana for \$250 per month.
Mr. McMinn requested that the bid be accepted. Mr. Mullins made a motion to accept the bid from Segway of Indiana, pending approval of the insurance requirements. Mr. Goodrich seconded the motion and it was passed.
2. Awarding of Architectural Services Contract for Leeper Park Tennis Center Project-
Mike Dyszkiewicz
Ms Harriman requested that the Board ratify the contract with Sitescapes, Inc. that was opened at the last meeting. Mr. Goodrich made a motion to ratify the contract. Dr. Kelly seconded the motion and it was passed.

Superintendent St. Clair informed the Board that the timeline called for the construction bids to be awarded at the July 16 meeting.

IV. The next order of business was new business.

1. Ratification of Agreement with South Bend Professional Baseball, LLC

Mr. Joseph Kernan, President of South Bend Professional Baseball, LLC, was present to answer questions. He said he has been in discussion over several months with the City to extend the lease of Coveleski Stadium for another year.

Changes include additional fees to be paid based on attendance. In addition, the team commits to invest at least \$100,000 in capital improvements to the ballpark.

He hopes to negotiate a long term contract beginning next season.

Mr. Goodrich made a motion to approve the lease agreement as presented. Dr. Kelly seconded the motion and it was passed.

2. Arborist License Renewals-

The following license applications were presented for approval by the Board:

1. Acorn landscaping
2. Tony Cruz and Sons Tree Service
3. K & R Tree Service

Dr. Kelly made a motion to accept the renewals of the Arborist Licenses and Mr. Mullins seconded the motion. It was passed

3. Requests for Use of Parks- Betsy Harriman

Ms. Harriman requested the Board approve the following requests:

- a. Mamas Against Violence - May 26th, Howard Park
- b. Crusade in the Park - Seitz Park July 14th
- c. Prevent Child Abuse St. Joseph County - Chalk It Up for Kids - East Race - August 4th
- d. Vietnam Landing Zone - Candlelight Vigil Howard Park - August 10th..

She recommended approval of all requests.

Mr. Mullins made the motion to approve the above requests and it was seconded by Mr. Goodrich. The motion was approved.

4. Opening of Asphalt Repair Quotes- Betsy Harriman

Ms. Harriman reported that three vendors were solicited, but only two responded. A-1 Striping did not respond.

Parking lot project-

- a. Arnt Asphalt- Potawatomi Park- \$19,930 (new); Potawatomi Park (existing)- \$3,440;
- b. Walsh & Kelly- Potawatomi Park (combined)- \$26,425

Court repairs-

- c. Arnt Asphalt- Court repairs- Marshall \$2,575, Boland, \$1,640 (tennis court)/\$680 (basketball court), Leeper Park Tennis Courts \$9,800, Boehm

(Tennis) \$3,790/(basketball) \$1,740, powerwashing and surface coating @ Boehm \$6,900, LaSalle Park (tennis) \$2,075, Walker Field (opt 1) \$6,940, (opt 2) \$9,900. Mr. Goodrich made a motion to refer the quotes to staff and return with recommendations at the next meeting. The motion was seconded by Mr. Mullins. Mr. Goodrich amended the motion to accept the Arnt Asphalt quote and allow staff to award the other quotes to the lower and more responsive quoter based on their recommendation. Mr. Mullins seconded the motion and it was passed.

V. Approval of Minutes

The minutes were not included in the Board packet and will be ratified at the next meeting.

VI. Approval of Maintenance Vouchers

A motion was made by Mr. Goodrich to approve the vouchers for April 2007 totaling \$848,547.40. It was seconded by Mr. Mullins. There being no further discussion, the motion was passed.

VII. Business of the Superintendent

1. Superintendent St. Clair reported that the Park Department is working with other departments to open up viewing areas along the riverbank. 500 foot areas will be cleared to allow vistas of the river.
2. The Community Foundation is working to secure a \$400,000 grant from the Kellogg Foundation for accessible parks. It will be used in Potawatomi Park for pathways and playground equipment.
3. Preparation for the 2008 budget is beginning. He gave the Board a copy of the schedule. An operations and capital budget will be prepared.
4. Lawson and Fisher is preparing a maintenance plan for the East Race walkways and raceway. There are immediate and longer range items. The immediate items will be addressed in this year's capital budget.
5. Regional "We Can!" training took place recently at the Century Center. It was a training seminar for interested parties from thirty states. The Park staff did a great job hosting this event.
6. The recent storm brought down twenty-six trees in the City. Some were on houses and cars. The Brent Thompson's Forestry crew and Jim Byers Grounds crew did a great job working around the clock to remove the trees, often in dangerous circumstances. He commended their efforts.

VIII. Comments by the Recreation Director

1. Ms. Paula Garis, Special Events Coordinator, reported that the Recreation Department's swim team hosted a camp and had over 100 participants.

IX. Comments by the Golf Operations Director

1. Mr. Nowacki reported that April was a wet, cold month to start the season. There were four rain days, seven snow days, and three frost days. May has been better thus far.
2. Greens were aerified this month.
3. The irrigation system at Elbel continues to be a problem.
4. The bid package for equipment will be bid at the Board of Public Works.
5. All the new golf cars are in.
6. All seasonal employees have been hired.
7. Events in June are the State Amateur qualifier at Elbel, the Crimestoppers outing, the Fire Department outing and the Men's Club challenge.

X. Comments by Maintenance Superintendent

1. Ms. Harriman reported that storm damage is being cleaned up.
2. The cemeteries are being spruced up for Memorial Day.
3. She said she is seeking quotes for the sealing and striping of the parking lot at Coveleski and may bring quotes to the June meeting for opening.

XI. Comments by the Director of Marketing & Promotions

1. Mr. Bradley reported that as a part of the accreditation process for NRPA, a Natural Resource Management Policy will be adopted. A draft was given to the Board. The policy will be overseen by a board of outside citizens. Garry Harrington, Rum Village Nature Center Director, will chair it.

XII. Comments by the Zoo Director

1. Director DeRosa reported that the Zoo is working with Notre Dame to have engineering students go over exhibits and make recommendations for renovations.
2. The Butterfly Garden is progressing. It is hoped to open the latter part of June.
3. Keeper encounters are being planned. Signs are being made. The public will meet with keepers to learn more about their animals.
4. A new bobcat has been acquired. It was hand raised and will be used for education.
5. American Zoo and Aquarium accreditation is due in two years and he felt there were issues to be addressed prior to that time. One is the WPA era building used to house the leopards. The ventilation system needs to be upgraded to meet standards and the roof needs to be replaced.
6. Water usage has spiked recently and it is being investigated. A field survey was recently done, but the results have not been seen yet.
7. The bison exhibit has several posts that need to be replaced. It is being discussed by staff to move the exhibit to the South American area where the ground is higher and dryer.
8. The Concession stand floor has been replaced after the water leak over the winter.

9. The Red Panda fence is being repaired.

XIII. There being no more business to come before the Board the meeting adjourned at 5:20 p.m.

The next regular meeting will be held at 4:00 p.m. in the Boardroom of the O'Brien Administration Center.

Respectfully Submitted,

William Carleton
Executive Secretary